

Board Meeting Minutes

Meeting Date	July 19, 2022	Meeting Location	Zoom Meeting
Start Time	5:00 pm	End Time	7:00 pm
Co-Chairs	Karen Galbraith/Dave Trumble	Minute Taker	Dana Soucie

Attendees Present (P):	Absent (A) /Regrets (R)
Dave Trumble, Karen Galbraith, Karen Gventer, Shawn Lawler	Waleed Aslam, Alexandra Oestreicher, Emily Morrison, Larry Livingston, Shirley Keaveney

Item No.	Agenda Item	Decisions/Recommendations/Actions
1.	Call to Order – Karen Galbraith – 5:03 pm a. Land Acknowledgement b. Quorum Call c. Conflict of Interest d. Attendance/Voting	a. Welcome and Land Acknowledgement read b. Quorum – not met c. No conflict of Interest noted d. Voting will continue as discussed via email ratifications
2.	Approval of Agenda & Minutes	Agenda – moved by Shawn, seconded by Dave, all approved Minutes of June 8 – moved by Karen, seconded by Dave, all approved
3.	Business Arising – Dave Trumble a. Rick Lekx, bookkeeping contract b. SOS funding request c. Interim ED Report d. Interim ED financial update e. Other pending proposals f. Safe Space g. Board vacancies h. Board logins i. Conflict of Interest Policy j. Request for Local Board Action Plan	a. Presented Rick Lekx contract, discussed services and benefits of utilizing Rick for accounting expertise. End date March 31, 2023. Moved by Karen, seconded by Shawn, all approved b. Presented proposal for SOS trailer repairs, work to be done by Dave Barrett, will invoice FCLMPB. 26K current balance – \$5833 repairs. Moved by Karen Galbraith, seconded by Karen Gventer, approved all c. ED report provided verbally on current projects/tasks. d. ED reviewed and reported on current financial status e. Advised BGDISC will submit proposal for funds use, SOS proposal for staffing will be coming for August meeting f. Safe Space discussions g. Discussed vacancies and the need to recruit for additional board members. Aboriginal and Person's with disability areas not covered at this time. h. Board members have been provided with their logins and as of September documents for meetings will no longer be shared via email. They will be uploaded to the director section only i. Conflict of Interest Policy – has been sent to all board members for review and updated signatures for 2022-23. Will schedule annual reviews of all policies and by-law documents in spring board meeting agendas j. Request letter for action plans was presented – due on August 11 th or sooner. Dana will be working with executive to review and sign off for submission to the Ministry Action Items: Send MOU to board for review - Dana Will update acronyms list to sort alphabetically – Dana Look into a way of voting – link to proposals for ratification – Dana Send updated Board member list to review for recruiting – Dana Board to come to head office review of items set date

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4.	New Business a. MLTSD – Kimberley de Miranda	No New Business arisen a. No report at this time, representative not present at meeting
5.	Adjournment Time	6:17 pm – moved by Karen Galbraith , seconded by Dave
6.	Next Meeting (Third Tuesday of the Month)	Tuesday, August 16, 2022 – 5 pm to 7 pm – Via Zoom Meeting

One Voice - Elevator Speech

We offer timely, relevant research, workshops, and projects that assist our community in understanding the ever-changing local labour market. By providing information on industry and employment factors we add value to the economic and education planning at the grass roots. We provide presentations to municipalities, schools and businesses on opportunities that exist within the region. Check us out at www.planningboard.ca.